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SAN DIEGO



## **COUNTY SERVICE AREA 17 (CSA-17) - 2015 MEETING MINUTES**

**JANUARY – TUESDAY, JANUARY 29, 2015, BUDGET SUBCOMMITTEE**

**FEBRUARY – TUESDAY, FEBRUARY 3, 2015, ADVISORY COMMITTEE**

**MAY – TUESDAY, MAY 5, 2015, ADVISORY COMMITTEE**

**JULY – TUESDAY, JULY 28, 2015, ADVISORY COMMITTEE**

**NOVEMBER – TUESDAY, NOVEMBER 3, 2015, ADVISORY COMMITTEE**



# County of San Diego

**NICK MACCHIONE, FACHE**  
DIRECTOR

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PUBLIC HEALTH SERVICES  
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**WILMA J. WOOTEN, M.D., M.P.H.**  
PUBLIC HEALTH OFFICER

CSA-17 Budget Subcommittee  
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## **CSA-17 BUDGET SUBCOMMITTEE MEETING** **Minutes** **Tuesday, January 29, 2015**

### **Members Present**

Cerny, Barb – Torrey Pines Community Planning Group  
Parks, Sherryl – City of Del Mar

### **Agency Representatives Present**

Austin, David – AMR  
Cox, Fred – Rancho Santa Fe Fire District  
Daigle, Mike – Encinitas Fire  
Gibbs, Michael – Rancho Santa Fe Fire  
Stein, Mike – Encinitas Fire  
Twohy, Frank – Elfin Forest Fire

### **County Staff Present**

Brewton, Linda  
Cavanaugh, Adria  
Levenson, Jim  
Metz, Marcy  
Wolchko, Janet I. (Recorder)

## **I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Sherryl Parks, Chairperson called the meeting to order at 2:10 pm.

## **II. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions submitted.

### III. FINANCIAL REPORT - Linda Brewton

CSA-17 prior year actuals, FY 2014/15 year-to-date and projection was presented.

A. Revenue FY 2014/15	Year-to-date	Projection
Property Tax	\$ 634,785	\$ 1,088,000
Benefit Fee Taxes	871,524	1,497,000
Interest/adjustment/other	9,067	59,000
Transport Fee (resident and non-resident)	<u>1,047,763</u>	<u>1,700,000</u>
<b>Total Revenue</b>	<b>\$2,563,139</b>	<b>\$ 4,344,000</b>

Property Tax: From 2009 through 2014 property tax has a compound annual growth rate of approximately 1.4%.

Benefit Fee: The Benefit fee is adjusted by the Board of Supervisors each year relative to changes in the Consumer Price Index (CPI); the BOS has not voted on the fee yet; however staff estimates it will increase by 1.3% based on the CPI for the twelve months ended December 2014.

Transport Fees: Transport fees for FY14/15 are trending down from the prior fiscal year and are budgeted at a flat growth rate for FY 2015-16.

B. Expenditures FY 2014/15	Year-to-date	Projection
AMR	\$1,398,375	\$3,356,100
Rancho Santa Fe Fire Protection District	48,000	203,662
City of Encinitas	17,875	79,943
City of Del Mar	4,742	19,804
City of Solana Beach	6,184	25,294
Wittman Enterprises, LLC	29,258	75,000
County Admin Services	40,953	125,000
North County Dispatch	<u>3,750</u>	<u>15,000</u>
<b>Total Expenditures</b>	<b>\$1,549,937</b>	<b>\$3,919,371</b>

### IV. REVIEW OF EMS COORDINATOR SALARY AND BENEFITS

Information was presented by Encinitas Fire and Rancho Santa Fe Fire on the EMS Coordinator Compensation Package.

- Salary of the CSA 17 EMS Coordinator salary and benefits budget was compared to EMS Coordinator salaries and benefits of similar jurisdictions.
- Three percent was added last year to the CSA-17 EMS Coordinator salary/benefit package. Discussion ensued on the percentage increase to bring the salary/benefit package to comparable rates with other cities.
- EMS Coordinator duties were reviewed.
- A 5% increase for FY 20115/16 was recommended.
- A yearly review of the position, salary and benefit package was recommended.

A motion was made by Barb Cerny, seconded by Sherryl to approve a 5% increase in salary for the EMS Coordinator and to review EMS Coordinator salary and benefit package yearly. Motion carried.

## V. BUDGET APPROPRIATION FOR FY 2015/16

### A. Revenue FY 2015/16 Budget Build

Property Taxes	\$1,105,000
Benefit Fee Taxes	1,516,000
Interest/adjustment/other	59,000
Transport Fee (resident and non-resident)	<u>1,700,000</u>
<b>Total Revenue</b>	<b>\$4,380,000</b>

### B. Expenditures FY 2015/16 Budget Build

<u>American Medical Response</u>	\$3,472,147
<u>Rancho Santa Fe Fire Protection District Total</u>	\$ 210,224
• ALS	\$ 36,180
• Defibrillator	6,389
• EMS Coordinator Salary & Benefits	137,805
• Coordinator Admin & Supervision	14,100
• Fuel/Maint	15,750
<u>City of Encinitas</u> - Defibrillator maintenance increase, \$150/year	\$ 80,018
<u>City of Del Mar</u> - First Responder and Defibrillator	20,237
<u>City of Solana Beach</u> - First Responder & Defibrillator	25,294
<u>Wittman Enterprises, LLC</u> - Billing & Collection	80,000
<u>County Admin Services</u> - EMS, DPC, County Counsel, Willdan	200,000
<u>North County Dispatch</u> - Placeholder, pending approval of fee increase	22,000
<u>Misc. Mutual Aid</u>	<u>20,000</u>
<b>Total Expenditures</b>	<b>\$4,129,920</b>

**Ambulance Transport Services:** The contract with AMR includes an increase effective January 1, 2016 of 3% inflation rate

**First Responder Services:** Adjustments were made to reflect modifications to the defibrillator/monitor maintenance contract.

**Dispatch Services:** North County Dispatch has proposed amendments to their contract that include an increase to their fee for FY 2015/16 and an increase by 2% each following year.

**Miscellaneous Mutual Aid:** Budgeted for billing from mutual aid partners, City of San Diego, Escondido and Vista.

### C. Comments on the Budget Build report:

- Rancho Santa Fe budget is based on the current EMS Coordinator salary.
- It was suggested to move funds from Admin Services to Misc. Mutual Aid.
- Staff was directed to confirm the amounts for maintenance agreements for monitors/defibrillator maintenance.
- Discussion and clarification was made of the reserve funds and why they are not part of the budget.

**Motion was made by Sherryl Parks, seconded by Barb Cerny to approve the Budget Build amounts reviewed, the 5% increase for the EMS Coordinator salary and forward the budget to the CSA-17 Advisory Committee for final approval. Motion carried.**

**VI. ADJOURNMENT**

Meeting adjourned at 2:50 pm.



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## **CSA-17 ADVISORY COMMITTEE MEETING** **Minutes** **Tuesday, February 3, 2015**

### **Members Present**

Cerny, Barbara – Torrey Pines Community Planning Group  
Hillgren, Nancy – Rancho Santa Fe Fire Protection Dist.  
Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Tanner, John – Member-at-Large  
Zovanyi, Peter – Member-at-Large

### **Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Daigle, Mike – Encinitas Fire Department  
Gibbs, Mike – Rancho Santa Fe Fire  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 EMS Coordinator  
Stein, Mike – Encinitas Fire Department  
Twohy, Frank – Elfin Forest Fire

### **County Staff Present**

Ameng, R.N., Diane  
Brewton, Linda  
Haynes, M.D., Bruce  
Levenson, Jim  
Metz, R.N., Marcy  
Smith, R.N., Susan  
Traylor, John – San Diego LAFCO  
Wolchko, Janet I. (Recorder)

## **I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Sherryl Parks, Chair called the meeting to order at 4:05 p.m.

## **II. APPROVAL OF MINUTES**

**A motion was made by Mark Muir, seconded by Barb Cerny to approve the CSA-17 Advisory Committee minutes from November 4, 2014. Motion carried.**

A motion was made by Barb Cerny, seconded by Sherryl to approve the CSA-17 Budget Subcommittee minutes from January 29, 2015. Motion carried.

### **III. PUBLIC COMMENTS/PETITIONS**

There were no public comments or petitions.

### **IV. ELECTION OF OFFICERS**

#### **A. Chair and Vice-Chair positions**

A motion was made by Mark Muir, seconded by Peter Zovanyi to reelect Sherryl Parks as CSA-17 Advisory Committee Chair and Barb Cerny as Vice-Chair. Motion carried.

#### **B. Appointment of CSA-17 Budget Subcommittee members.**

The CSA-17 Advisory Committee recommendation was for members Nancy Hillgren, Peter Zovanyi, Peter Zahn to be appointed to the Budget Subcommittee. Motion was made by John Tanner, seconded by Mark Muir. Motion carried.

### **V. MANAGEMENT TEAM REPORT**

#### **A. Budget and Finance Report – Linda Brewton Second Quarter Financial Review for FY 2014/15**

##### **1. Revenue Growth by Source of Revenue**

Ambulance Transports		\$1,057,400
Residents	\$ 584,700	
Non-Resident	<u>\$ 472,700</u>	
Benefit fee		\$ 871,500
Property Tax		\$ 634,800
Interest Penalties & Other		<u>\$ 9,100</u>
<b>Total Revenue</b>		<b>\$2,572,800</b>

- Total revenue growth is down 8% from FY 2013/14. This is primarily driven by lower revenue from resident and non-resident transports.

##### **2. Expense Growth by Source**

Ambulance	\$1,755,700
Dispatch Services	\$ 7,500
Billing & Collection Services	\$ 35,500
County – Admin Services	<u>\$ 49,000</u>
<b>Total Expenses</b>	<b>\$1,847,700</b>

- Mutual Aid/Other expenses for FY 2013/14 include a one-time expense of \$105,900 to purchase radios and are not included in the FY 2014/15 totals.

- Billing and collections services show a decrease of 38%. Part of the decrease is due to timing differences in receipt of invoices as well as the service contract that was renegotiated at a lower price and is based on a percentage of transport fees collected.
  - Unit counts of resident and non-resident transports are up 11%. Non-resident transports are trending down by about 22%. EMS staff is investigating the non-resident transports. Monthly ambulance transports and payments were reviewed from FY 2013/14 to FY 2014/15.
3. The Reserve Balance is targeted at a range of 120 days to 180 days of expenses. The reserve fund is managed by the County Treasurer. Reserve charts were reviewed showing actual amounts from FY 2009/10 through FY 2013/14 and projected amounts FY 2014/15 through FY 2017/18.
  4. Discussion topics included:
    - Down trend of non-resident transports.
    - Review of the Budget Subcommittee discussion on equipment updates and maintenance.
    - The EMS Coordinator position salary increase.

**A motion was made by Mark Muir, seconded by Nancy Hillgren to approve the CSA-17 Budget. Motion carried.**

#### **B. Administrative Report - Marcy Metz**

1. Community Paramedicine (CP)

The Office of Statewide Health Planning and Development (OSHPD) have approved the CP pilot projects. San Diego County has two (2) CP pilot projects from the City of Carlsbad and City of San Diego.

The Emergency Medical Care Committee (EMCC), Education/Research Subcommittee will serve as the County Advisory Committee for CP. Diane Ameng is the program contact person who will be working with the pilot program coordinators. The CP projects are in the training component and require an approved local Institutional Review Board (IRB).

2. The American College of Surgeons (ACS) is currently reviewing hospital trauma centers during their certification process. Rady Childrens' Hospital and Scripps La Jolla were reviewed during ACS site visits in January.
3. The Stroke Consortium is planning the *2015 Strikeout Stroke Event* which will be held on April 25, 2015. The event takes place during the Saturday game between the Padres and Dodgers.
4. The Annual *Sidewalk CPR Event* will be held the first week in June. A specific date has not been determined.



### **C. Medical Director's Report - Bruce E. Haynes, M.D.**

#### **1. Ebola**

- In Africa, the number of Ebola cases has slowed. So far there have been 22,000 persons affected by the Ebola virus, 9,000 have died. Approximately 34-35 people have been treated in the United States and countries outside of Africa.
- State Department of Health Services, Center for Disease Control (CDC) has designated certain hospitals for assessment and treatment of Ebola patients. UCSD Hillcrest Medical Center has been designated as a treatment center and has prepared an isolation treatment area for Ebola patients.

#### **2. Influenza**

Dr. Wooten, County Public Health Officer, has issued a declaration requiring healthcare workers, including EMS personnel, to have either current influenza vaccination or wear a surgical mask while working with patients during the flu season.

#### **3. Measles**

There has been an outbreak of measles due to the number of children not vaccinated. Measles is one of the most contagious viruses. There have been 92 cases of the measles in California, 13 in San Diego County. Sixty-two percent of those cases were in individuals over the age of 20 years.

### **D. Paramedic Provider Report – Dave Austin**

1. AMR quarterly reports for October, November and December were distributed and sent out prior to the meeting. The fourth quarter performance reports were presented and included details regarding response time compliance.

From January 2014 to January of 2015 there has been a 14% increase in responses. There were 103 inbound mutual aid calls and 104 outbound mutual aid calls. A report of monthly transport by hospitals, unit, and community responses was given.

Community public service hours completed in November and December was 85 and included 3,153 individuals served.

2. Community Service and Public Education Reports:

Education continues within the CSA through opportunities and campaigns such as community CPR and *Live Well San Diego*.

- February 13th is *Love your Heart Day*. Fire paramedics will be giving free Blood Pressure (BP) screening in several locations.
- May 17-23 is National EMS week. Rancho Santa Fe Firefighters and AMR paramedics will be featured on the cover of the National EMS Week guide sponsored by American College of Surgeons.

3. The Cardiac Arrest Registry to Enhance Survival (CARES) to date has had 57 cardiac arrests within the CSA as of December 31, 2014, 46% were cardiac in nature; losses were 37%. Survival rate of patients leaving the hospital is approximately 13-15%.

#### **E. Operations Report – Mike Stein**

1. New cardiac monitors have been received and training on the monitors has been completed.
2. Ebola preparation and training is ongoing.
3. In response to the Public Health Safety Officer's Directive regarding flu vaccination, fire agencies within CSA-17 have developed policies and procedures accordingly. First Responders have either had a flu shot or will be wearing a mask during the flu season.
4. The North Zone Chiefs are currently reviewing dispatch protocols.

#### **F. CSA-17 EMS Coordinator Report – Mary Murphy**

##### **Education:**

- September – A Multi Casualty Incident (MCI) class was held and included San Diego lifeguards and a sand entrapment class.
- November – Pediatric Advance Life Support (PALS) was reviewed and is reviewed on a yearly basis.
- December – A Scene Safety class included firefighter and paramedic safety.
- December and January training for the new cardiac monitors was given to all four agencies.
- A new CPR program for schools has been started.

#### **VI. ANNEXATION OF CSA-107 (Elfin Forest/Harmony Grove) – Marcy Metz**

The impact analysis was reviewed at the previous CSA-17 Advisory Committee meeting with the findings, conclusions and recommendations for annexation of CSA-107 into CSA-17. Questions and concerns regarding the LAFCO application were considered.

##### **A. Proposed LAFCO Application Terms and Conditions**

John Traylor, Local Agency Formation Commission (LAFCO) representative was present at the meeting and noted that the LAFCO application process takes 12 to 18 months.

1. Proposed LAFCO terms and conditions were distributed to the Advisory Committee to discuss and review.
2. Mutual Aid agreements/contracts with Escondido and San Marcos regarding fee and billing rates were included in the proposed terms and conditions.
3. Prior to the reorganization, one of the terms and conditions would be to negotiate tax revenue from the annual tax generated in the CSA annexation area. The annexation would also be subject to the same benefit fees.

##### **B. Impact analysis conclusions**

1. Based on an estimated one (1) call every five (5) days in the annexation area with a mutual aid reimbursement rate equal to the prevailing non-resident transport fee rate and the estimated revenue from the parcel tax and benefit fee, the annexation is expected to be cost neutral.

2. Assuming the County enters mutual aid agreements with a term of five years with five (5) one-year options to renew and with staff continuing to monitor finances closely, the financial risk at this point appears to be low. The financial aspects are based on the number of houses, property taxes and parcel taxes.
3. The number of mutual aid calls and billing were discussed. The current fee rates for transports set by the County Board of Supervisors are \$400 for residents and \$1,050 for non-residents.

### **C. Recommendation**

Discussion ensued regarding benefit fees and parcel taxes being applied equitably across the whole CSA area. It was suggested that the County initiate a conversation regarding the parcel tax revenue that is currently not being collected for parcels in the 4-S Ranch region and that the results of this conversation be added to the final application review. The application terms and conditions will be considered by the Advisory Committee before final approval and signatures.

**A motion was made by Mark Muir, seconded by Nancy Hillgren to initiate the LAFCO application with above conditions as part of the conversation. Motion carried with five (5) votes yes and one (1) vote no.**

### **VII. NEW BUSINESS**

**'One Paseo' – CSA-17 Response – Barb Cerny**  
Agenda topic was withdrawn at this time.

### **VIII. FUTURE AGENDA ITEMS**

Follow-up to November Public Comment.

### **IX. SET NEXT MEETING/ADJOURNMENT**

The meeting was adjourned at 6:08 p.m. Next meeting will be May 5, 2015.

Submitted by  
Janet I. Wolchko, Administrative Secretary  
County of San Diego Emergency Medical Services



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## **CSA-17 ADVISORY COMMITTEE MEETING** **Minutes** **Tuesday, May 5, 2015**

### **Members Present**

Parks, Sherryl – City of Del Mar  
Rich, Deanna – Torrey Pines Community Planning Group (Alt)  
Tanner, John – Citizen-at-Large  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Citizen -at-Large

### **Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Cox, Fred – Rancho Santa Fe  
Daigle, Mike – Encinitas Fire Department  
Mercer, Kevin - AMR  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 EMS Coordinator  
Peltier, Pat - AMR  
Twohy, Frank – Elfin Forest Fire

### **County Staff Present**

Ameng, R.N., Diane  
Brewton, Linda  
Haynes, M.D., Bruce  
Smith, R.N., Susan  
Wolchko, Janet I. (Recorder)

### **Guests**

Heiser, Don  
Keiholtz, Bob

## **I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Sherryl Parks, Chair called the meeting to order at 4:02 p.m. Attendees introduced themselves.

EMS week is May 17–23, 2015. Rancho Santa Fe Fire Protection District firefighting crew and AMR CSA-17 ambulance crew are featured on the front cover of EMS Strong.

## II. APPROVAL OF MINUTES

A motion was made by Peter Zovanyi, seconded by Sherryl Parks to approve the CSA-17 Advisory Committee minutes from February 3, 2015. Motion carried.

## III. PUBLIC COMMENTS/PETITIONS

There were no public comments or petitions.

## IV. NOMINATION AND ELECTION OF MEMBER AT LARGE POSITION

A. According to the CSA-17 bylaws, citizen-at-large positions are selected by the five organization members of the CSA-17 Advisory Board.

- City of Encinitas
- City of Del Mar
- City of Solana Beach
- Rancho Santa Fe Fire Protection District
- Torrey Pines Community Planning Group

B. Sherryl Parks, CSA-17 Chairperson, introduced the candidates for citizen-at-large representative, Seat 7. Citizen-at-Large members serve staggered two year terms. The following candidates submitted applications and resume/biographies for the position and shared their background and experience:

1. Don Heiser – resident of City of Encinitas, retired Encinitas Fire Chief, and currently an outside technical consultant with County of San Diego County Fire. Mr. Heiser has 45 years with the fire service.
2. John Tanner – currently holds the Citizen-at-Large position. Mr. Tanner has been a member of the CSA-17 Advisory Committee for eight (8) years serving as a representative from Rancho Santa Fe Fire Protection District and the Citizen-at-large member. Mr. Tanner is a US Navy veteran.

A ballot vote was taken. Mr. Don Heiser was selected by the Advisory Board members to be the CSA-17 Citizen-at-Large member representative for a term of two (2) years.

### ***Action Item:***

***A letter of nomination and application for Don Heiser will be forwarded to the Clerk of the Board via the appropriate County Departments to be approved by the Board of Supervisors.***

## V. MANAGEMENT TEAM REPORT

### **A. Budget and Finance Report – Linda Brewton Third Quarter Financial Review for FY 2014/15**

#### **1. Revenue Growth by Source**

Ambulance Transports	\$1,516,900
Residents	\$ 870,500

Non-Resident	<u>\$ 646,400</u>	
Benefit fee		\$1,021,300
Property Tax		\$ 971,200
Interest Penalties & Other		<u>\$ 9,400</u>
<b>Total Revenue</b>		<b>\$3,518,800</b>

- Total revenue growth is down 8% from FY 2013/14. This is primarily driven by a decline year over year of resident and non-resident transports.

## 2. Expense Growth by Source

Ambulance	\$2,385,800
Dispatch Services	\$ 7,500
Billing & Collection Services	\$ 53,100
County – Admin Services	<u>\$ 83,600</u>
<b>Total Expenses</b>	<b>\$2,530,000</b>

- Expenses are down 1%. Because expenses are primarily from fixed price contracts, fluctuations year-over year are due to timing differences in the receipt and processing of invoices. Billing and collections services vendor expense is a percentage of their billing collections.

## 3. Resident and non-resident Transports

- Performance indicators comparison for the current year and past two (2) years: Resident transports are up 13% and non-resident transports are down 15% versus the prior year.
  - Monthly ambulance payments/gross receipts received from patients using transport services: Resident receipts are down 13% versus the average and down 9% from last year; non-resident receipts are down 26% versus last year as well as versus the historic average.
4. Year-to-date 2014/15 trending within the budget: The last two (2) fiscal year actuals, current year-to date projection, and current year budget for revenue and expenses were given.
  5. The Reserve Balance is targeted at a range of 120 days to 180 days of expenses. Actual reserve shown was from FY 2009/10 through FY 2013/14. Projected reserve balances included FY 2014/15 and beyond.

## **B. Administrative Report – Susan Smith**

1. The American College of Surgeons (ACS) trauma center hospital surveys will conclude this month with Palomar and Scripps Mercy.
2. Over 1,400 tickets were sold for the *Strike Out Stroke* event held on April 25, 2015. Hospitals set up kiosks with screening tools, magnets and Stroke awareness materials.

Supervisor Roberts presented a Proclamation to the Stroke Consortium. Stroke survivors were introduced on the field and stroke warning signs were shown on the Jumbotron.

3. *Sidewalk CPR Day* is scheduled for June 4, 2015 from 10:00 am – 4:00 pm. Letters inviting agencies and hospitals to participate have been sent out. The goal for this year is to train over 4,000 individuals in compression only CPR. Mannequins are available on loan for the event through Project Heart Beat. If you need more information on the event, contact Sue Dickinson at EMS.
4. May 20, 2015 is the Statewide Emergency Preparedness Exercise. The scenario will be a power outage and multi-casualty incident involving a vehicle and train, with a chemical spill. Decontamination will be practiced and take place at Qualcomm Stadium. County EMS Operation Center will be fully activated. Scripps Encinitas is participating on a full scale with 100 volunteers.
5. National EMS Week is May 17 - 23, 2015. San Diego EMS system providers were thanked for their participation by providing optimal prehospital care to patients and for striving to continually improve services to the residents and visitors to San Diego County.
6. County EMS is recruiting for a Communication Unit Coordinator to replace Brenda Dunn who has retired. Recruitment is open through May 8, 2015.
7. The EMS Administrative Association of California (EMSAAC) annual conference will be held at Loews Coronado on May 27-28, 2015. Fliers on the conference were provided.

**C. Medical Director's Report - Bruce E. Haynes, M.D.**

1. There has been an increase in deaths due to the misuse of narcotics both nationwide and in San Diego. Currently there is State legislature to legalize the use of naloxone which is a reversal agent for narcotic overdoses. Pharmacists will be able to dispense naloxone with a prescription from a physician and give training. There will also be narcotic treatment and training programs for family members of users with a narcotic problem. The Sheriff Department has a program for deputies to administer naloxone inter-nasally for apparent overdoses before First Responders arrive.

Discussion continued on the cost of naloxone for individuals and prehospital agencies, and the different methods to administer the drug. Examples of narcotic drugs abused were given as well as the action and effects of naloxone. Research and studies have been conducted on the effectiveness of the reversal agent.

2. EpiPens are used to treat severe allergic reactions. The EpiPens contain epinephrine or adrenaline to help decrease the body's allergic reaction by relaxing the muscles in the airways to make breathing easier, and relax the muscles in the stomach, intestines and bladder. Legislation has been signed that would allow off duty EMS personnel and family members to use the EpiPen on individuals and/or family members in cases of severe allergic reaction.

3. There has been research on using stent retrievers in acute stroke patient cases. Strokes are caused by lack of blood flow to the brain from blood clots. Administering tissue plasminogen activator (tPA), a clot dissolving agent is common treatment practice. There is now a mechanical device that can be used to remove the clot to increase blood flow to the brain and is used with tPA.
4. Peter Zovanyi asked about the latest article regarding hospital ratings in the County. Dr. Haynes responded that criteria and accuracy of reports should be taken into consideration. Information can be found on the Office of Statewide Health Planning and Development (OSHDP) website.
5. Sherryl Parks asked about location and safety of marijuana use dispensaries as several cities were voting on the issue. Dr. Haynes will follow-up on information regarding marijuana dispensaries.

#### **D. Paramedic Provider Report – Dave Austin**

1. AMR quarterly compliance reports for January, February and March were distributed and sent out prior to the meeting. First quarter 2015 performance reports were presented and included details regarding response time compliance.

Monthly highlight summary:

- January compliance was 97.20% based on 644 calls and 455 transports.
- February performance was 95.80% based on 595 calls and 417 transports.
- March performance was at 92.7% based on 719 calls and 451 transports.
- There was an increase of 4.6 responses/per day for the quarter and 1.9 transports compared to the first quarter of 2014.

Reports of monthly mutual aid, transport to the hospitals and community service were given.

2. Community Service and Public Education:  
Community public service hours completed were 147, serving 458 people with 235 trained in compression only CPR.
3. San Diego Wellness and PulsePoint program are being promoted, with PulsePoint decals being affixed to all ambulances.
4. Cardiac Arrest Registry to Enhance Survival (CARES) data collection started in January 2014 to track and improve cardiac survival rate in CSA-17. Dr. Schwartz presented information and a handout with CSA-17 cardiac arrest data for 2014.
  - Cardiac arrest is the number one (1) killer of people over 40 years of age. Further Quality Assurance (QA), Continuing Education (CE) programs and training in compression only CPR can increase bystander CPR involvement and skills. CSA-17's cardiac arrest survival percentage of 16% is significantly better than the national average of 10.6%.



- Mary Murphy reported that so far in 2015, CSA-17 has had 22 cardiac arrests, of which 17 survived; this translates to a 30% survival rate. The CSA's high survival rate is attributable to the CSA's ongoing community outreach and education efforts. In 2014, 60% of CPR was initiated by bystanders and 10% involved AED usage.
  - Phillips monitors are operational for cardiac arrest data tracking.
5. The theme for EMS week May 17-23 is EMS Strong. A flier with information on events taking place at the fire stations during EMS week was available.
  6. Discussion ensued on identifying training and cardiac arrest per area via audits, and identifying the positions of AED's in the community.

#### **E. Operations Report – Mike Stein**

1. Fire Departments will be participating in the Statewide Disaster drill on May 20, 2015. City of Encinitas and City of Solana Beach Emergency Operation Centers (EOC's) will be open as well as Rancho Santa Fe Fire Protection District Department Operation Center (DOC).
2. The County is currently performing their site visit surveys and Advanced Life Support (ALS) inspections with North County Fire Departments.

#### **F. CSA-17 EMS Coordinator Report – Mary Murphy**

##### **Education:**

- In April an infection control mandated education class was given with a special emphasis on Ebola and Measles.
- Starting today there will be a class on drowning and bee stings awareness.
- June is protocol review month.

### **VI. OLD BUSINESS**

#### **A. Annexation of CSA-107 (Elfin Forest/Harmony Grove) Update –Linda Brewton**

The LAFCO application is under internal review. CSA-17 Advisory comments were recommended. There should be some information on completion of the application by the end of the week.

#### **B. Mileage/Transport Routes**

Follow-up on the public comment regarding transportation direct routes is being completed. There will be a final response issued when all information has been reviewed.

### **VII. FUTURE AGENDA ITEMS**

Information on the mileage/transportation routes will be added to the next CSA-17 Advisory Committee agenda. Peter Zahn asked to have a report sent in advance to the Advisory Board.

### **VIII. SET NEXT MEETING/ADJOURNMENT**

It was suggested to change the date of the next CSA-17 Advisory Committee meeting from August 4, 2015 to July 28, 2015 as the Chair and Vice-Chair will not be available on August 4<sup>th</sup>. Members were asked to check their schedules and the meeting facility will be contacted to make sure there is no conflict with the meeting place schedule.

Mr. Tanner commented on his eight (8) years as member to the CSA-17 Advisory Committee. The members expressed their thanks to John Tanner for his contributions to the committee.

The meeting was adjourned at 5:04 p.m.

Submitted by  
Janet I. Wolchko, Administrative Secretary III  
County of San Diego Emergency Medical Services



# County of San Diego

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**CSA-17 ADVISORY COMMITTEE MEETING**  
Sherryl Parks, Chair/Barb Cerny, V-Chair  
**Minutes**  
**Tuesday, July 28, 2015**

**Members Present**

Cerny, Barbara – Torrey Pines Community Planning Group  
Heiser, Don – Citizen at Large  
Hillgren, Nancy – Rancho Santa Fe Fire Protection District  
Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Citizen at Large

**Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Daigle, Mike – Encinitas Fire Department  
Michel, Tony – Rancho Santa Fe Fire  
Murphy, Mary – CSA-17 EMS Coordinator  
Stein, Mike – Encinitas Fire Department  
Twohy, Frank – Elfin Forest Fire

**County Staff Present**

Ameng, R.N., Diane  
Brewton, Linda  
Levenson, Jim  
Metz, Marcy  
Shahri, Sheri  
Wolchko, Janet I. (Recorder)

**Guests**

Keiholtz, Bob

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**I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

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Sherryl Parks, Chair called the meeting to order at 3:00 pm.  
Don Heiser was announced as the new citizen at large member.

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**II. APPROVAL OF MINUTES**

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A motion was made by Peter Zovanyi, seconded by Peter Zahn to approve the CSA-17 Advisory Committee minutes from May 5, 2015. Motion carried.

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### III. PUBLIC COMMENTS/PETITIONS

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There were no public comments or petitions.

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### IV. MANAGEMENT TEAM REPORT

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#### A. Budget and Finance Report – Linda Brewton

##### 1. Revenue Growth by Source

Ambulance Transports		\$ 1,873,700
Residents	\$ 1,078,200	
Non-Resident	<u>\$ 795,500</u>	
Benefit fee		\$ 1,515,900
Property Tax		\$ 1,127,200
Interest Penalties & Other		<u>\$ 52,500</u>
<b>Total Revenue</b>		<b>\$ 4,569,300</b>

- Total revenue was down 5% from the prior fiscal year due primarily to lower resident and nonresident transport fees.
- Payments collected from residents declined 6% from the prior year, while non-resident collections were down 22%. There is typically a delay between provision of ambulance service and payment.
- The Board of Supervisors approved a benefit fee increase of 1.85%, comparable to the rate of increase in the CPI for the San Diego region for Calendar Year 2014. The new benefit fee is \$28.59 per parcel.

##### 2. Expense Growth by Source

Ambulance	\$ 3,661,200
Dispatch Services	\$ 15,000
Billing & Collection Services	\$ 78,500
County – Admin Services	<u>\$ 121,900</u>
<b>Total Expenses</b>	<b>\$ 3,876,600</b>

- Expenses were down 1% from the prior fiscal year. The decrease was driven by a one-time expense for the purchase of radios in FY 2013/14 which was not repeated in FY 2014/15.

##### 3. Resident and non-resident Transports

- The number of resident ambulance transports for this fiscal year was 10% higher than the prior fiscal year.
- Non-resident transports were down 8% from the prior year. During the first half of FY 2014/15 non-resident transports declined and then increased in the second half of the fiscal year.
- Resident payment collection declined 6% from the prior year, while non-resident collections were down 22%. Typically there is a delay between providing ambulance service and receiving payment. Because of the increase in non-resident transports

provided in the last several months of Fiscal Year 2014-2015, it is expected that non-resident collections will begin to improve over the next several months.

4. Reserve Balance

The reserve balance increased by approximately \$692,744 due to revenue exceeding expenses. Reserve balance projections include a 1.85% increase in the benefit fee adopted by the Board of Supervisors on July 22, 2015.

**Action Item:**

**Research policy and range of days for reserve funds.**

5. Ambulance payments by payor breakdown shows the percentage of collections and payments from insurance companies declined while Medicare payments increased.

**B. Administrative Report – Marcy Metz**

1. The 4<sup>th</sup> Annual Southern California *Sidewalk CPR Day* was held on June 4, 2015 from 10 am to 4 pm. San Diego County had 27 agencies participating in the event at 31 locations with approximately 2,577 individuals trained. Total of individuals trained in compression only CPR for Southern California Counties was 20,035. Ms. Metz thanked all agencies and fire staff for their participation.
2. The EMS Commission will host its conference in San Diego on September 2, 2015 at the Holiday Inn Bayside from 10 am to 1 pm.
3. The County EMS Heat Plan goes into operation from May 1 to September 30 each year as needed. The National Weather Service and medical surveillance systems are monitored for heat related illnesses and deaths, and provides information to the Excessive Heat Response Plan Task Force. One (1) heat related death was reported in June.
4. EMS currently has six (6) open positions, four (4) in disaster, one (1) in the Administrative Unit and one (1) in Epidemiology Surveillance.

**C. Medical Director's Report – Marcy Metz**

1. Updated paramedic protocols for the field went into effect on July 1, 2014. Changes and discussion included weight based pain management and use of backboards.
2. San Diego Stroke system's 5<sup>th</sup> anniversary will occur next year. The system is preparing its five (5) year report to include extrication of clots from arteries in the brain and a review of comprehensive stroke centers.
3. The PulsePoint application to alert for cardiac arrests that may occur in the area is available for cell phones. A Project Heartbeat report showed that since the PulsePoint application has been activated beginning in July, there have been 274 activations. Outcomes for the year will be reviewed next week and reported for July.

**D. Paramedic Provider Report – Dave Austin**

1. AMR quarterly compliance reports for April, May and June were distributed and sent out prior to the meeting. AMR second quarter performance reports for 2015 were presented and included response time compliance, mutual aid and transport by community.

Monthly highlight summary:

- April compliance performance was 95.68% based on 625 calls and 425 transports.
  - May compliance performance was 97.27% based on 622 calls and 432 transports.
  - June compliance performance was at 95.43% based on 657 calls and 441 transports.
  - There was a one (1) call per day increase in responses for the second quarter 2014 compared to 2015 second quarter and a 1.5 increase per day in transports compared to the second quarter in FY 2013/14.
  - In June, AMR experienced its highest call volume to date at 111 calls during the San Diego County Fair. Fair response contracts for medical coverage include one (1) additional CSA unit and continue during the thoroughbred season.
  - Policy of transport: AMR's procedure is to transport patients to the most appropriate facility for trauma or pediatrics, the closest facility, or to the facility specifically requested by the patient.
2. Community Service and Public Education:  
Community public service hours completed for April through June was 198.25 hours serving 3,075 people with 2,593 trained in compression only CPR. Year to date there have been 338 public education hours completed, 3,311 served in the community, 2,663 trained in CPR.
  3. Participation in *Sidewalk CPR Day* and training in compression only CPR was held at the following locations: 4S Community Park, Fletcher Cove, 4S Ranch Library, Seaside Market and S4 Ranch Lanier Park.
  4. In May, the Padres Pep Squad, the Friar mascot and Padre Officials took a road trip to Fire Encinitas Station 5 and Solana Beach Station 1 to thank fire fighters for the job they do each day. Everyone received a gift bag and tickets to the August 7<sup>th</sup> game.
  5. Cardiac Arrest Registry to Enhance Survival (CARES) data collection:
    - Through June there were 35 incidents reported in the CSA-17 area, of which 27 were cardiac in origin. Of the 22.2% that survived, 81% were male, 18% female. 63% of cardiac arrests occurred in the resident's home, 18% on highways, 9% at nursing homes and 9% in public or commercial buildings.
    - Mary Murphy reported that preliminary data through July shows a total of 42 cardiac arrests in CSA-17 of which 17 survived; this equates to a 40% survival rate. The CSA's high survival rate is attributed to the CSA's ongoing community outreach and education efforts. In 2014, 60% of CPR was initiated by bystanders, 10% involved AED usage.

**E. Operations Report – Mike Stein**

- In May and June, paramedic program certification audits were conducted in all three coastal regions. The audit included paramedic equipment and certification documentation.

- Two (2) new paramedic fire fighters will start in the Coastal Region, one (1) in Encinitas, one (1) in Del Mar. Two (2) are currently going through background check in Rancho Santa Fe.
- During the Del Mar races, coverage by AMR included four (4) ambulances on standby, onsite.

**F. CSA-17 EMS Coordinator Report – Mary Murphy**

Education:

- Pathogens review class for firefighters
- Information related to drowning was reviewed
- CPR classes were held
- Protocol review is mandated by June/July

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**V. OLD BUSINESS**

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**A. Annexation of CSA-107 (Elfin Forest/Harmony Grove) Update – Marcy Metz**

The LAFCO application is being drafted. EMS met with Chief Frank Twohy of Elfin Forest and Chief Tony Michel of Rancho Santa Fe Fire Protection District regarding ambulance First Response in Harmony Grove.

There was an inquiry regarding the parcel tax revenue that is currently not being collected in the 4-S Ranch region and the property tax of 1.3% for CSA-17 that was not transferred over. CSA-17 Advisory Committee comments regarding 4-S Ranch parcel and property tax will be discussed between County EMS and Department of Public Works (DPW) after the LAFCO application has been submitted.

The LAFCO application draft will be submitted this year.

**B. Mileage/Transport Routes – Marcy Metz**

The CSA-17 Advisory Committee requested a follow-up on the mileage/transport route issues based on a public comment brought forward at the November 4, 2014 CSA-17 Advisory Committee meeting.

1. The CSA-17 resident ambulance transport was provided by an AMR mutual aid unit, not a CSA-17 unit. The resident was mistakenly charged the mutual aid fee rather than the CSA-17 resident fee. AMR has taken a number of measures to ensure that transports within the CSA-17 for CSA residents are performed by primary CSA ambulances. When other units are dispatched for mutual aid, they have taken some measures and put procedures in place so the pre-billing staff can identify if a patient is a CSA resident.
2. There was an overcharge of \$70 for mileage and a question regarding the use of MapQuest. Centers for Medicare and Medicaid Services (CMS) allows medical transports to use MapQuest for mileage billing; however it is not to be used as a primary source, but can be used as a backup. AMR has addressed the calculation of mileage issue and the service fee/mutual aid agreement.

The County is satisfied that there is no contract issue and is assured that measures taken by AMR on billing of CSA residents are satisfactory and not in breach of contract with CSA-17.

3. There was no quality of patient care issues.
4. Mr. Keiholtz comments on the issue:
  - AMR unit 494, a San Dieguito marked unit, is a float unit but is attached to CSA-17.
  - Orientation of the call and misdirection of the address added up to the mileage issue and billing overcharge which was discussed with AMR.
  - Mr. Keiholtz brought the issue to CSA-17 due to the reimbursement issues with AMR.
7. Discussion topics:
  - Procedural changes and backup mechanism to reinforce the appropriate mileage designation when a call goes out.
  - CSA Advisory Committee made a request for EMS to contact AMR regarding who can address the billing issue.
  - Failsafe and accuracy of reporting the mileage.
5. AMR comments:

The complainant has filed an additional complaint with the DA's office. AMR is fully cooperating with the investigation. The calculation of mileage using the odometer is the standard of the industry no different than any other agency in the United States. Mileage calculated by MapQuest is a feature that exists in some electronic Patient Care Records (ePCRs) as a default and is fully vetted.

**Action Item:**

Mark Muir requested that the Operations Chiefs perform a quality assurance review of AMR regarding how mileage is calculated and refer back to the Board.

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**VI. FUTURE AGENDA ITEMS**

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Agenda topics for Follow-up:

- Operation Chiefs regarding mileage and transports
- LAFCO application
- 120/180 day policy for reserve fund, how many days is needed and what is the limit.

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**VII. SET NEXT MEETING/ADJOURNMENT**

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Next CSA-17 Advisory meeting is November 3, 2015.

The meeting was adjourned at 4:10 p.m.





# County of San Diego

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**CSA-17 ADVISORY COMMITTEE MEETING**  
Sherryl Parks, Chair/Barb Cerny, V-Chair  
**Minutes**  
**Tuesday, November 3, 2015**

**Members Present**

Cerny, Barbara – Torrey Pines Community Planning Group  
Heiser, Don – Citizen at Large  
Hillgren, Nancy – Rancho Santa Fe Fire Protection District  
Muir, Mark – City of Encinitas  
Parks, Sherryl – City of Del Mar  
Zahn, Peter – City of Solana Beach  
Zovanyi, Peter – Citizen at Large

**Agency Representatives Present**

Austin, David – American Medical Response (AMR)  
Cox, Fred – Rancho Santa Fe Fire Department  
Daigle, Mike – Encinitas Fire Department  
Michel, Tony – Rancho Santa Fe Fire  
Stein, Mike – Encinitas Fire Department  
Twohy, Frank – Elfin Forest Fire

**County Staff Present**

Ameng, R.N., Diane  
Cahill, Mary  
Levenson, Jim  
Metz, Marcy  
Shahri, Sheri  
Wolchko, Janet I. (Recorder)

**Guests**

Keiholtz, Bob

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**I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

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Sherryl Parks, Chair called the meeting to order at 4:00 pm.  
Peter Zahn announced that on Friday, November 13<sup>th</sup>, 6 pm there will be a Badge Pinning Ceremony by the Encinitas, Del Mar and Solana Beach Fire Departments at Encinitas City Hall. The ceremony is for promotions, new hires and Fire Fighter of the Year.

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**II. APPROVAL OF MINUTES**

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A motion was made by Peter Zahn, seconded by Nancy Hillgren to approve the CSA-17 Advisory Committee minutes from July 28, 2015. Motion carried.

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**III. PUBLIC COMMENTS/PETITIONS**

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There were no public comments or petitions.

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**IV. CSA-17 ADVISORY COMMITTEE SUNSET REVIEW**

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The Board of Supervisors Policy A-74, Citizen Participation in County Boards, Commissions and Committees require that each year, one fourth of all advisory committees conduct a 'Sunset Review.' The advisory committee is responsible to review its establishing ordinance, policy or resolution, develop recommendations for continuance, deletion or revision, and provide a written report to the Clerk of the Board of Supervisor. CSA-17 is a County Board, Commission and Committee meeting.

The memo received by the County Clerk of the Board Office and CSA-17 Sunset Review Report were provided prior to and at the CSA-17 Advisory Committee meeting.

A motion was made by Barb Cerny, seconded by Peter Zahn to approve the Sunset Review report as submitted to the CSA-17 Advisory Committee. Motion carried.

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**V. MANAGEMENT TEAM REPORT**

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**A. Budget and Finance Report – Jim Levenson**

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**1. Revenue Growth by Source**

Ambulance Transports		\$ 485,000
Residents	\$ 281,000	
Non-Resident	<u>\$ 204,000</u>	
Benefit fee		\$ 0
Property Tax		\$ 25,000
Interest Penalties & Other		<u>\$ 0</u>
<b>Total Revenue</b>		<b>\$ 510,000</b>

- For the first quarter of FY 2015/16 revenue was up 6% from the prior year first quarter. This was driven by a 6% year-over-year increase in resident and non-resident transports.
- It is not unusual for the first quarter of the fiscal year to show low or no revenue from property taxes and benefit fee as property taxes and benefit fees are billed to property tax owners by the County Assessor's office and are typically paid in December and April.

2. Expense Growth by Source

Ambulance	\$ 559,000
Dispatch Services	\$ 0
Billing & Collection Services	\$ 0
County – Admin Services	\$ 5,000
<b>Total Expenses</b>	<b>\$ 564,000</b>

- Expenses for the first quarter are the same compared to the first quarter of last fiscal year.

3. Resident and non-resident Transports

- Year to date through August, there were 593 residents transports which is down 3% versus last year, but 12% higher than the historic average.
- Year to date through August, there were 274 non-resident transports which is down 12% from last year, and down 16% versus the historic average.

4. Monthly Ambulance Payments

- Resident gross receipts through August are trending 12% below the same period while non-resident gross receipts are trending 13% above last year.

5. Tracking to Budget

- Property tax estimate projected revenue for FY2015/16 was increased from \$1,105,000 to \$1,149,696 to reflect modest growth over last year's actual tax revenue received.
- Benefit fee revenue was slightly increased. A 1.85% increase in the benefit fee for CSA-17 was approved by the County Board of Supervisors effective in this current fiscal year.

6. Reserve Balance

After expenses are paid, any remaining funds are deposited in a reserve fund, which is invested conservatively by the County Treasurer. Last fiscal year CSA-17 had approximately \$1.4 million dollars in addition to its required reserve of \$1.9 million. The projected required reserve balance for FY 2015/16 is \$2 million, with a projected excess of \$1.8 million.

7. Discussion topics:

- The committee requested FY 2015/16 quarterly budget comparisons and a breakdown per quarter for projected budgeting and tracking.
- Breakdown of property taxes by cities, areas, community tax rate.
- Rancho Santa Fe Fire Protection District FY 2015/16 budget projection increase is a place holder for budget build. The actual amount spent is typically lower.
- Reserve fund amounts will be discussed at the Budget Subcommittee in January. Expected revenue and expenses will be reviewed. Budget Subcommittee members include Sherryl Parks, Peter Zovanyi, Peter Zahn and participating agencies.

## **B. Administrative Report – Marcy Metz**

1. The Regional Disaster Exercise including Region 6 and the State will conduct an exercise through the City Readiness Initiative (CRI) Grant the week of November 16-20, 2015. The scenario will be response to an anthrax attack administering prophylaxis to the community. Strategic National Stockpile prophylaxis will be received for distribution.
  - Day 1 – Anthrax detection and confirmation.
  - Day 2 – Communications, hospitals working with County communications and the Public Information Officers for standardized messaging.
  - Day 3 – Warehouse logistics and receipt of medication.
  - Day 4 – Major exercise day, EMS MOC/DOC will be activated. There will be two (2) Mega PODs set up at Qualcomm and Carlsbad. There will be a number of closed PODs practicing prophylaxis with businesses, hospital and military.
  - Day 5 – Demobilization
  - Target is to distribute prophylaxis to 3.2 million in the County. Prophylaxis treatment and vaccination was explained.
2. Health Service Capacity Plan  
The Health Services Capacity Taskforce met on October 9<sup>th</sup> to update the capacity plan for the upcoming flu season. Ambulance patient offload delays were discussed, hospitals activating their internal capacity plan activation, triggers and being proactive with resources available to answer 9-1-1 calls.

EMS Duty Officers will be monitoring the status of offloads regularly. Cover letters were sent with the Capacity Plan to hospital CEOs alerting hospitals on offload delays and early activation.

## **C. Medical Director's Report – Bruce E. Haynes, MD**

1. The first influenza death was reported. The individual had coexisting illnesses. A reminder was given regarding vaccination. Healthcare workers should be vaccinated or wear a mask so not to contaminate patients and family.
2. A doctor was convicted due to over prescribing illegal drugs. It was noted that there has been an increase in heroin use. The Sheriff's trial study with naloxone is used to treat apparent drug overdoses when the Sheriff Deputies are first responders on the scene.
3. San Diego Stroke system is preparing a five (5) year study with hospital and field data. Data information will include an increase of clot dissolving agents and endovascular procedures.
4. The County is the coordinator for Sexual Assault Response Teams (SART) within the County that is involved with evidence collection, prophylaxis for gonorrhea and chlamydia and contraception. Forensic exams are completed if there is a prosecution charge.

#### **D. Paramedic Provider Report – Dave Austin**

1. AMR quarterly compliance reports for July, August and September were distributed and sent out prior to the meeting. AMR third quarter performance reports for 2015 were presented and included response time compliance, mutual aid and transport by community.

Monthly highlight summary:

- July compliance performance was 95.34% based on 726 calls and 479 transports.
  - August compliance performance was 94.53% based on 713 calls and 485 transports.
  - September compliance performance was at 95.77% based on 655 calls and 452 transports.
  - Mutual Aid was balanced: 11 inbound, 18 outbound (where available to respond) with no transportations to hospitals.
2. Community Service and Public Education:  
Community Public service hours completed for the third quarter was 87 hours serving 2,859 people, 2,728 completed compression only CPR. Public Education service hours completed for the third quarter was 519 hours, 7,722 served, 5,965 in compression only CPR. Public education included:
    - Child safety check program.
    - Blood pressure screening.
    - Compression only CPR for Jr. Lifeguards.
    - Live Well San Diego PulsePoint and CPR alerts.
  3. The Cardiac Arrest Registry to Enhance Survival (CARES) reported in CSA-17 was 49, 39 in cardiac with 20.5% survival rate. The national rate for survival is 6.8%.
  4. June 1, 2016, there will be a Survival Luncheon involving Celebration of Life & Caregivers for cardiac saves discharged from hospitals.
  5. Additional training and educational opportunities will be explored by Pat Peletier. Homeland Security Grants are available for equipment and training.
  6. October is Fire Services month. There will be several open houses talking about smoke alarms and will also include Halloween safety.

#### **E. Operations Report and EMS Coordinator Report – Mike Stein**

1. A patient CPR save in Solana Beach spoke at the City Council meeting.
2. Following Dr. Wooten's directive, flu shots have been completed for all First Responders in the CSA-17 area. Those who have not taken a flu shot will wear a mask throughout the flu season.
3. The Annual Mass Casualty drill has been completed. This year's topic was a shooting and a terrorism mass casualty.

4. Previously Dr. Schwartz talked about CPR saves and the success Seattle has had. This includes teaching CPR in schools. Letters were sent to school principals to have schools participate in CPR training. CPR training has taken place in one (1) school and another will have CPR training in November.
5. October is Fire Prevention month. Several Fire agencies will have an open house. Rancho Santa Fe and the coastal cities are recruiting and conducting for new hire testing.
6. Agencies are getting ready for the flu season and El Nino by coordinating with all city departments.
7. A Badge pinning ceremony is scheduled for Encinitas, Solana Beach and Del Mar on November 13<sup>th</sup>.
8. In July the Operation Chiefs were asked to review mileage reporting from a Quality Improvement (QI) standpoint. The Chiefs met with AMR to review the process of recording mileage.
  - The operation policy and procedure manual that has been recently updated and updated training bulletins sent to employees were reviewed for the process of recording mileage.
  - After reviewing the documents, the Operation Chiefs are confident that procedures are in place and adequate training has been recently completed to minimize any billing errors moving forward.
  - During the monthly Operations meeting, AMR will be providing a review of any complaints within the CSA-17 area.

The process was explained:

    - Ambulance arrives on scene, mileage is reset.
    - The mileage is recorded when they arrive at the hospital. If by human error the mileage is not recorded, MapQuest will be used.
    - The Patient Care Record (PCR) also has the mileage recorded.
    - AMR does random mileage checks with billing.
    - Wittman, CSA-17 billing, does periodic audits. Any discrepancies will be followed up with AMR. Wittman has indicated that mileage discrepancies are rare.

**Action Item:**

**Peter Zahn requested a report on any discrepancies reported by Wittman.**

**F. CSA-17 EMS Coordinator Report**

This report was incorporated into the Operations Report by Mike Stein.

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**VI. OLD BUSINESS**

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**A. LAFCO Application - Annexation of CSA-107 (Elfin Forest/Harmony Grove) – Marcy Metz**

EMS and Public Health Administration are finalizing the details in the LAFCO application. The application should be submitted by the end of the year.

There was discussion regarding the 4S Ranch property tax issue and the opportunity for CSA-17 to make comments. Tax negotiations are made after the application is submitted to the Board of Supervisors. Terms and conditions are drawn up, finalization of the terms and conditions are approved and met. Local jurisdictions affected will be notified of the comment period, and a preliminary report by LAFCO will be available. An extension for the comment period can be requested by the Advisory Board to be able to review.

1. LAFCO Application Process

- Application is submitted. Terms and conditions are stated regarding reorganization and/or annexation taking place.
- Affected jurisdictions, cities, districts and stakeholders are given a 30 day period in which to make comments on the LAFCO preliminary report by LAFCO. Comments will be incorporated into the staff report by LAFCO.
- Tax Receivable Agreements (TRAs) determine what type of taxation will be coming from the affected areas and also revenue from the existing CSA-17 boundaries. Numbers and type of revenue will be available at that time.
- Property tax exchange is to ensure there is enough revenue coming in to cover services. A thorough financial analysis is required when an annexation takes place.

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**VII. FUTURE AGENDA ITEMS**

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Election of CSA-17 Chair and Vice-Chair will take place at the next CSA-17 Advisory Committee meeting.

The CSA-17 Budget Subcommittee will schedule a meeting time in January.

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**VIII. SET NEXT MEETING/ADJOURNMENT**

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Next CSA-17 Advisory meeting is February 2, 2016.

The meeting was adjourned at 5:05 p.m.